



*A place where families and businesses thrive.*

**City Council Regular Meeting Minutes** **Monday, September 27, 2021**  
**7:00 p.m., Zoom Community Auditorium**

***Minutes are unofficial until approved by Council.  
Council approved minutes as presented October 25, 2021.***

**1. CALLED TO ORDER AND ROLL CALL:**

Mayor Peter Truax called the regular City Council meeting to order at 7:04 p.m. via Zoom Webinar Video Conference.

The Council conducted the meeting in a “hybrid” format allowing the public to attend both virtual and in-person in the Community Auditorium. Members of the public could observe the meeting **LIVE** on **Zoom Webinar** or on television on Tualatin Valley Community Television (TVCTV) Government Access Programming. Written comments were accepted by 3:00 p.m. the day of the meeting.

**ROLL CALL: COUNCIL PRESENT ATTENDED BY ZOOM WEBINAR:** Donna Gustafson; Kristy Kottkey; Timothy Rippe; Elena Uhing; Mariana Valenzuela; Malynda Wenzl, Council President; and Mayor Peter Truax.

**STAFF PRESENT ATTENDED BY ZOOM WEBINAR:** Jesse VanderZanden, City Manager; Paul Downey, Assistant City Manager/Finance Director; Keith Hormann, Light and Power Director; Elizabeth Stover, Communications Coordinator; Jeff King, Economic Development Manager; Beverly Maughan, Executive Assistant to City Manager; and Anna Ruggles, City Recorder.

**ZOOM ATTENDEES: 2**

**SPECIAL RECOGNITIONS:**

- 1. A.** Mayor Truax, on behalf of the Council, presented a Certificate of Retirement and plaque honoring **Jeffrey King, Economic Development Manager**, for his exceptional employment, noting King is retiring September 30, 2021. King was honored for 16 years of dedicated service to the City.
- 1. B.** Mayor Truax, on behalf of the Council, presented a Certificate of Retirement and plaque honoring **Beverly Maughan, Executive Assistant to City Manager**, for her exceptional employment, noting Maughan is retiring September 30, 2021. Maughan was honored for 33 years of dedicated service to the City.

**1. C. PROCLAMATION:**

National Domestic Violence Awareness Month. Mayor Truax read the proclamation in English and Valenzuela read the proclamation in Spanish.

**2. PUBLIC COMMENT SIGN-IN:**

The following written e-mail correspondence was received and added to the Council Packet:

	Name:	Subject:	Date:
1.	Krystof Zmudzinski	Power outage this morning (9/14)	09/14/2021 & 09/15/2021
2.	Darla Bonn	Belongings	09/15/2021
3.	Edward Davie	Protect our health and safety – Sign letter this national letter	09/17/2021
4.	Hope Kramer	CPAC	09/21/2021
5.	Trista Burgoyne	I think the city and I have a problem	09/22/2021
	ADDENDUM		
6.	Hope Kramer	Youth on committees	09/23/2021
7.	Charlotte Lumae	Checking in for clarity about recent City Council action that impacted CPAC	09/27/2021

The following testimony was heard via Zoom:

Charlotte Lumae, Community Policing Advisory Commission (CPAC) Chair, Forest Grove, addressed Council pertaining to CPAC communication and Council's decision to pause CPAC meetings.

**3. CONSENT AGENDA:**

Items under the Consent Agenda are considered routine and are adopted with a single motion, without separate discussion. Council members who wish to remove an item from the Consent Agenda may do so prior to the motion to approve the item(s). Any item(s) removed from the Consent Agenda will be discussed and acted upon following the approval of the remaining Consent Agenda item(s).

- A. Approve City Council Work Session (Levy Needs Assessment) Meeting Minutes of September 13, 2021.
- B. Approve City Council Regular Meeting Minutes of September 13, 2021.
- C. Accept Committee for Community Involvement Meeting Minutes of August 3, 2021.
- D. Accept Community Forestry Commission Meeting Minutes of June 16, 2021.
- E. Accept Community Policing Advisory Commission (CPAC) Meeting Minutes of June 17 and July 15, 2021.

- F. Accept Economic Development Commission Meeting Minutes of April 1, May 6, June 3, and July 8, 2021.
- G. Accept Sustainability Commission Meeting Minutes of July 22, 2021.

**MOTION:** Council President Wenzl moved, seconded by Councilor Uhing, to approve the Consent Agenda as presented. **VOICE VOTE:** AYES: Councilors Gustafson, Kottkey, Rippe, Uhing, Valenzuela, Wenzl, and Mayor Truax. NOES: None. **MOTION CARRIED 7-0.**

**4. ADDITIONS/DELETIONS:**  
City Manager: None.

Proposed by Councilors: None.

**5. PRESENTATIONS:**

- 5. A. Legislative Update, State Representative Susan McLain, District 29**  
Susan McLain, State Representative, District 29, presented handouts, which were distributed in the Council Packet, and pertained to: 1) Community Investment through the American Rescue Plan Act; 2) 2021 Legislative Session – Bill Highlights; and 3) 2021 Legislative Session – Representative McLain’s Passed Bills.
- 5. B. Communications Plan**  
Stover presented a PowerPoint presentation overview of the Communications and Engagement Strategy, which addresses Council Goal 5, Improve communications and engagement; and Council Objective 5.3, complete and implement the Communications Plan, noting the City hired a consultant who conducted an inventory of current strategies, interviewed department heads and communications staff, made recommendations and drafted the Communications Plan. At the conclusion for the above-noted presentation, there was Council consensus to consider working with the Boards and Commissions to review and provide comments on the draft Plan. The finalized Plan will be presented to Council for formal consideration at a later date.
- 5. C. Forest Grove Economic Development Strategic Plan 2020 Annual Report**  
King presented a PowerPoint presentation summary of the Economic Development Commission’s (EDC) 2020 Annual Report, noting EDC approved the Annual Report at its meeting on September 9, 2021.

**PUBLIC HEARINGS:**

- 6. PUBLIC HEARING AND RESOLUTION NO. 2021-56 ADOPTING NEW LIGHT AND POWER ELECTRIC RATE SCHEDULES AND DEFINITIONS AND DESCRIPTIONS, EFFECTIVE FOR SERVICES INVOICED ON OR AFTER**

**NOVEMBER 9, 2021, AND REPEALING RESOLUTION NO. 2021-51**

**Staff Report:**

Downey and Hormann presented the above-proposed resolution for Council consideration, noting the proposed resolution is requesting to increase Light and Power (L&P) electric rates to achieve an average of 4.0 percent (4%) rate increase, effective for services invoiced on or after November 9, 2021. Downey reported the 2019 rate study projected a 4% rate increase through 2026, noting staff is proposing that Residential and General Services Classes increase by 4.6% and the Large Commercial/Industrial Class increase by 3.5%. Other small classes of service, such as irrigation, rental lighting, and street lighting are proposed to increase by 4.0%. The City did not increase any utility rates on July 1, 2020, and also did not increase water rates as of July 1, 2021. Downey noted staff is sensitive to the continuing COVID environment but is also sensitive to postponing further rate increases as it will drive the need for large future increases. In addition, Downey referenced attachments comparing electric rates with other utility providers; cost increases for various types of residential housing units; and power costs as % of income. In conclusion of the above-noted staff report, Downey and Hormann referenced the proposed L&P rate schedules, outlined in Exhibit A, noting based on a 4.6% increase on an average monthly residential energy bill (estimated at 1,150 kilowatt hours per month) would increase by \$4.39 from \$94.99 to \$99.38, of which \$19.74 is the customer charge and \$79.64 is the energy charge.

Before proceeding with Public Hearing and Council discussion, Mayor Truax asked for a motion to adopt Resolution No. 2021-56.

VanderZanden read Resolution No. 2021-56 by title.

**MOTION:** Council President Wenzl moved, seconded by Councilor Rippe, to approve Resolution No. 2021-56 Adopting New Light and Power Electric Rate Schedules and Definitions and Descriptions, Effective for services invoiced on or after November 9, 2021, and Repealing Resolution No. 2021-51.

**Public Hearing Opened:**

Mayor Truax opened the Public Hearing and explained hearing procedures.

**Written Testimony:**

The following written e-mail correspondence was received and added to the Council Packet:

	Name:	Subject	Proponent	Opponent
1.	Trevor Harter	NO Residential Electrical Rate Increases		X

2.	Lance Taylor	NO Residential Electrical Rate Increases		X
3.	Irene Willison	NO Residential Electrical Rate Increases		X
4.	Thomas Swendig	NO Residential Electrical Rate Increases		X
5.	Alex Reyes	NO Residential Electrical Rate Increases		X
6.	Matt Stachowiak	NO Residential Electrical Rate Increases		X
7.	Lin Vanderzanden	Electrical Rate Increase		X
8.	James Samuel	NO Residential Electrical Rate Increases		X
9.	Jodi Hansen	NO Residential Electrical Rate Increases		X
10.	Brad Taylor	NO Residential Electrical Rate Increases		X
11.	Linda Taylow	NO Residential Electrical Rate Increases		X
12.	Charles Hurley	NO Residential Electrical Rate Increases		X
13.	Kelsi Kemper	Increase		X
14.	Mark Waks	NO Residential Electrical Rate Increases		X
15.	Leon Lieser	NO Residential Electrical Rate Increases		X

**Proponents:**

No one testified and no other written comments were received.

**Opponents:**

The following testimony was heard via Zoom:

Lance Taylor, FG, submitted written testimony and testified in opposition of the proposed electric rates increase.

No one else testified and no other written comments were received.

**Others:**

No one else testified and no other written comments were received.

**Public Hearing Closed:**

Mayor Truax closed the Public Hearing.

**Council Discussion:**

After Council discussion, the following motion to amend was made.

**MOTION TO AMEND 1:** Council President Wentz moved, seconded by Councilor Uhing, to amend Resolution No. 2021-56, Section 1, revised Light and Power Electric Rate Schedules marked Exhibit A to achieve a 3.5 percent (3.5%) rate increase across the board for every customer.

Mayor Truax asked for a roll call vote on the above motion to amend.

**ROLL CALL VOTE AMEND 1:** AYES: Councilors Rippe, Uhing, Valenzuela, Wenzl, and Mayor Truax. NOES: Councilors Kottkey and Gustafson. MOTION CARRIED 5-2.

After further Council discussion, the following motion to amend was made.

**MOTION TO AMEND 2:** Councilor Uhing moved, seconded by Councilor Gustafson, to amend Resolution No. 2021-56, Section 2, to read: The new Light and Power Electric Rate Schedules shall be effective for services invoiced on or after ~~November 9, 2021~~ January 1, 2022.

Mayor Truax asked for a roll call vote on the above motion to amend

**ROLL CALL VOTE AMEND 2:** AYES: Councilors Gustafson, Rippe, Uhing, and Valenzuela. NOES: Councilors Kottkey, Wenzl and Mayor Truax. MOTION CARRIED 4-3.

**Council Discussion:**

In response to various Council concerns pertaining to ongoing operations and adequate reserves, Downey advised staff would need to re-update the cost-of-service study in two years and factor in operations, noting actual results will fluctuate depending on actual revenue received and actual expenditures incurred.

Hearing no further concerns from the Council, Mayor Truax asked for a roll call vote on the above motion as amended.

**ROLL CALL VOTE:** AYES: Councilors Gustafson, Kottkey, Rippe, Uhing, Valenzuela, Wenzl, and Mayor Truax. NOES: None. MOTION CARRIED 7-0.

**7. A. COUNCIL COMMUNICATIONS:**

Gustafson reported attending Oregon Main Street Conference and attending State Representative Susan McLain's City Hall meeting.

Kottkey referenced her written report, which was distributed in the Council Packet. Kottkey reported Community Forestry Commission plans to resume its meetings this month after taking a summer break. Kottkey briefed on Community Policing Advisory Commission (CPAC) matters of interest, noting CPAC has been asking for a Council work session. Kottkey explained she is seeking Council's thoughts about CPAC taking a pause, i.e., no October meeting and potentially no November meeting, in order to give Council time to schedule a work session to discuss and re-define CPAC moving forward, to which Mayor Truax affirmed consensus was unanimous.

Rippe briefed on the urgency of communicating with the Oregon Department of Transportation and Washington County to do something to find a suitable solution to improve and address safety concerns as soon as possible at the Fernhill Road and Maple Street intersection of Highway 47, noting he looks forward to a project update soon.

Valenzuela briefed on Centro Cultural-related activities.

Uhing had nothing to report.

Council President Wenzl briefed on Committee for Community Involvement (CCI)'s second Quarterly Town Zoom Meeting. In addition, Wenzl reported the Parks and Recreation Commission (P&R) did not have a quorum at its last meeting.

**7. B. City Manager's Report:**

VanderZanden reported Washington County adopted an ordinance to extend the 60-day moratorium on rental evictions established by SB 278 to 90 days, noting the County is currently overwhelmed with applications and needs additional time to issue payments to renters under the program; however, the extension applies only to unincorporated areas. As a result, staff has been working with the City Attorney to draft an emergency ordinance that would allow the County to administer the extension within the City's jurisdiction, noting if the County has not resolve the issues, staff will place a proposed emergency ordinance on the next Council meeting agenda for Council consideration. In addition, VanderZanden presented the City Manager's Report and briefed on various department-related projects, activities, new hires and calendar updates.

**7. C. MAYOR'S REPORT:**

Mayor Truax reported on various local, regional, Metro, and Washington County-related meetings he attended and upcoming community-related events and meetings he was planning to attend. In addition, Mayor Truax reported Pacific University President Lesley M. Hallick, PhD, has announced her plans to retire in the summer of 2022.

8. **ADJOURNMENT:**

Mayor Truax adjourned the regular Council meeting at 10:24 p.m.

Respectfully submitted,



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Anna D. Ruggles, CMC, City Recorder